



NORCO
COLLEGE

Distance Education Committee

Agenda | April 9th, 2026 | 12:50 pm |

Room: NOC 102 & [ZOOM](#)

COMMITTEE MEMBERSHIP (Voting Members 14; Quorum 8)

- Sandra Popiden (Faculty Co-Chair, Social & Behavioral Sciences)
- Roger Perez (Dean), Administrative Co-Chair
- Laura Adams (Social & Behavioral Sciences)
- Caroline Hutchings (Math, Engineering, Computer Science & Game Development)
- Eric Doucette (Business and Management)
- Suzie Witmer (Natural Sciences, Health and Kinesiology)
- Sara Nafzgar (Communication, Humanities, and Languages)
- Anya-Kristina Marquis (Natural Science, Health and Kinesiology)
- Bibiana Lopez (Math, Engineering, Computer Science & Game Development)
- Alexis Gray (Social and Behavioral Sciences)
- Melissa Wilson (Social and Behavioral Sciences)
- Cheryl Cox (Library Services)
- Tamara Cummings (Social and Behavioral Sciences)
- Amy Blandford (School of Human and Public Services)
- Silvio Castillo (ASNC Representative)

VISITORS

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AGENDA

1. Call to Order

- Welcome
- Note-taker

2. Action Items

- 2.1. Approval of [Agenda 4/9/2026](#)
 - First –
 - Second –
 - Status –
- 2.2. Approval of [Minutes](#) (3/12/2026 DEC Meeting)
 - First –
 - Second –
 - Status –
- 2.3 Request to Review - [Peer-to-Peer Facilitator Role](#)
 - First –
 - Second –
 - Status –
- 2.4 Request to Expand [@ONE](#) Equivalency & Examine DEC RCCD DE Certification [Equivalency Review Process](#)
 - First –
 - Second –
 - Status –
- 2.5 Request to Review – District DE Ed Tech [Renewal and Discontinuation Process and Acquisition Process](#)
 - First –

- Second –
- Status –
- **2.6 Request to Draft the [NC RSI Course Review Evaluation Process](#) to Institutionalize Alignment with ACCJC Standard 2.6**
 - First –
 - Second –
 - Status –
- **2.7 Request to Support Continuation of [DE Strategic Planning Framework](#)**
 - First –
 - Second –
 - Status –

3. Discussion Items

- **3.1 Role of Local DEC's, [DE Workgroup](#), and Brown Act in Future DE Certification Decision Making**
 - Ie. Modifications to Equivalency Process
 - Ie. Development of New RCCD Certification Pathways
 - Replacement for DE Camp
 - Local and RCCD-wide POCR
- **3.2 Peer to Peer DEC Sub-Committee – Outreach Events or Shift to [DE Handbook](#) and [DE Checklist](#) Revision Work**
- **3.3 RSI Sub-Committee & ACCJC Accreditation Visit – Updates**
- **3.4 Accessibility Sub-Committee – Updates / Raising Faculty Awareness of April 2026 DOJ Deadline**
- **3.5 District DE – Updates**

4. Information Items

- **4.1 District DE just developed a NEW partnership with @ONE to offer exclusive RCCD only enrollment in the following 3 @ONE courses:**

- **10-10-10: Communication that Matters**
 - **Introduction to Course Design**
 - **Creating Accessible Course Content**
 - @ONE – RCCD Faculty Only Registration Information:
 - [Enroll Now](#) for the Exclusive RCCD Only Cohorts: April, May, and June 2026.
 - Faculty only need to complete one (1) course to meet the [RCCD Online Teaching Certification requirements](#).
 - Registration Link: Access the [RCCD @ONE Interest Form](#) to secure a seat (first-come, first-served).
 - Status Check: You can verify your current certification status within the DE Instructor Resources shell in Canvas.
 - The deadline for faculty to obtain their DE Certification is June 30, 2026.
 - For Questions: Contact DJ Hawkins (District DE)
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- **4.2 Peer-to-Peer Review DE Certification Option**
 - Faculty interested in obtaining DE Certification through this option should first [enroll](#) in the P-2-P Canvas Shell
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- **4.3 External DE Certification Equivalencies – From Other Colleges**
 - Review the list of [pre-approved DE Equivalencies](#)
 - Submit your evidence of external DE Certification to District DE through the [DE Equivalency Request Form](#)
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- **4.4 RSI Sub Committee Resources**
 - Asynchronous Support - [Submit the RSI Support Request Form](#)
 - New NC, RCC, and MVC Branded RSI Templates: Now available through **Design Plus**, click on the DesignPLUS Quick Start Wizard when you open a NEW Canvas Page. Look under “General” for our Norco College RSI templates.
 - For even more BONUS RSI templates and materials that can easily be imported directly to your Canvas course, go to **Canvas Commons**, and **search Norco College RSI!**
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- **4.5 Accessibility Sub Committee Resources**
 - RCCD Canvas [Accessibility Guide](#)
 - RCCD [Accessibility Webinars](#) and Tutorials on PopeTech and TidyUp

- RCCD [Accessibility Basics](#) Video Library
- [Accessibility Video Hub](#): learn about UDOIT, Tidyup, and Design Plus Cidilab tools
- **4.6 District DE Resources:**
 - RSI Module located in faculty [DE Instructor Resource](#) Shell and [RSI Interactions Learning Modules](#) is also available
 - Fall 2025 District DE Workshop Series: Recordings now available of all the RCCD DE workshop sessions (on AI, RSI, Accessibility, Canvas Tools and Discussions) are available on the District DE Faculty Training (DEFT) [Video Library](#)
 - TextExpander Tool Training: Check out [introduction videos, in-depth TextExpander webinars, and best practices!](#)
 - VoiceThread Tool Training: [Register for current & review previous VoiceThread workshops.](#)
 - [AI Webinars for 2025 - 2026, \(Registration Link\)](#) – Next Chapter in AI: Integration and Best Practices
 - Apr 28, 2026 12:00 PM
 - May 1, 2026 12:00 PM
 - CCC's [AI Professional Development](#) and the Future of Learning Opportunities Website – including video archive of past AI webinar recordings; podcasts; conferences and courses on AI.
- **4.7 CVC Adoptable POCR Plug and Play Courses:**
 - Aligned with the [CVC@ONE Course Design Rubric](#), using OER resources, and can be badged through the faculty member's own Local POCR process. (When RCCD develops local POCR processes).
 - The first six are available through Canvas Commons and check out this [POCR Plug and Play webinar](#) for more details.
 - COMM C1000: Introduction to Public Speaking
 - ENGL C1000: Academic Reading and Writing
 - ENGL C1001: Critical Thinking and Writing
 - STAT C1000: Introduction to Statistics
 - POLS C1000: American Government and Politics
 - PSYC C1000: Introduction to Psychology
- **4.8 [Online Teaching Conference 2026](#) – Apply for FPDC Funds Now to Attend!**

- **OTC 2026 Theme:** Designing the Future of Online Learning: Human Element, Ethics, Innovation, and AI
- June 23 through June 25, 2026, at the Hilton Anaheim in Anaheim, California.
- Fill out an [FPDC Conference Funding Request](#) to utilize Norco College professional development conference funds to pay for registration, mileage, hotel and parking costs.
 - * Funds are still available to support conference attendance! Submit ASAP, as funding is first come, first serve basis. *
- OTC Early bird registration through April 14th.

5. Good of the Order

6. Adjournment

Distance Education Committee

Statement of Purpose:

The Distance Education Committee develops guidelines for distance education courses and recommends to the Senate policies and procedures for distance education training of faculty and students. The committee advises strategic planning committees on institutional needs and the institutionalization of best practices in DE modalities.

Examples include DE certification, accessible course design, and DE professional development training that supports faculty and student success at Norco College. The DEC also recommends to the college, and the district, requisite tools needed by faculty for effective, accessible, and equitable instruction.

Charge:

The Distance Education Committee is primarily responsible for making recommendations that assist faculty in the creation and implementation of well-designed courses. This includes the utilization of current online teaching approaches and best practices that take into consideration the wide range of diversity in our student body. Thereby ensuring that DE courses are equity minded and supportive of students' learning needs.

The committee will engage in the institution's collaborative efforts to close all identified student equity gaps (Goal 3 EMP) in the online environment. This includes professional development opportunities and identifying and connecting with internal, external, and district resources, tools and support.

DEC Meeting Schedule Spring 2026

DEC Meetings are scheduled for Thursdays, 12:50 – 1:50pm

- **April 9 (NOC 102)**
- **May 14 (NOC 102)**

Join Zoom Meeting

<https://rccd-edu.zoom.us/j/84979037240?pwd=7iPBbQtbRXltMF9F2FY5gWCDfYgoQV.1>

Meeting ID: 849 7903 7240, Passcode: 682220